

***CITY OF WILLMAR***  
**PLANNING COMMISSION MEETING**

**6:00 P.M. ON WEDNESDAY, SEPTEMBER 1, 2021**  
**CONFERENCE ROOM #1**  
**CITY OFFICE BUILDING**

***Chair:*** Jonathan Marchand

***Vice Chair:*** Jeff Kimpling

***Members:*** Khalif Bashir, Stephanie Carlson, Steven Dresler, Cletus Frank, Terry Sieck,  
Justice Walker

**AGENDA**

1. Meeting Called to Order
2. Minutes of August 04, 2021 meeting
3. RDC National, Inc. Vacation of Easements
4. RDC National, Inc. Plan Review
5. Miscellany
6. Adjourn

**WILLMAR PLANNING COMMISSION  
CITY OF WILLMAR, MN  
WEDNESDAY, AUGUST 4, 2021**

**MINUTES**

1. The Willmar Planning Commission met on Wednesday, August 4, 2021, at 7:03 p.m. at conference room #1 of the City office
  - \*\* Members Present: Johnathan Marchand, Jeff Kimpling, Cletus Frank, Stephanie Carlson, and Justice Walker.
  - \*\* Members Absent: Khalif Ahmed Bashir, Steven Dresler, and Terry Sieck
  - \*\* Others Present: Kayode Adiatu – City Planner, David Ramstad – Director of Planning & Development, Aaron Backman – EDC Director, Sarah Swedburg – EDC, Leslie Valiant – Willmar City Administrator, Alexa Turney – Bowman Construction, Shelby Lindrud – WCT Reporter, John Lapointe – Brightwork, and Steve Blom – Bonnema Runke Stern.
2. MINUTES: Minutes of July 7, 2021, meetings were approved as presented. Motioned by Commissioner Walker, second by Commissioner Kimpling.
3. Land Sale in Willmar Industrial Park Fourth Addition: Staff presented a request by RDC National Inc. to purchase land in the Industrial Park Fourth Addition. RDC National Inc. desires to build a \$25M facility for their logistics operation on the parcels legally described as:

Lots 1, 2, and 3 of Block Two, and Lots 1, 2, 3, 4, 5, 6, 7, and 8 of Block 3, Willmar Industrial Park Fourth Addition to the City of Willmar, County of Kandiyohi, State of Minnesota, according to the plat on file and of record in the office of the County Recorder of Kandiyohi County, Minnesota.

AND

Vacated 32nd Street SW between Trott Avenue SW and Willmar Avenue SW (which is to be vacated by the Seller/City and included within the Property, and a legal description of the same shall be approved by Buyer and the Title Company).

Planner Adiatu presented staff comments to the planning commission and introduced EDC Executive Director Backman, Chair Marchand then invited him to present the land sale.

Backman, Executive Director of the EDC, stated that the commission has worked closely with the Planning Department on the proposal for a major logistics project in Willmar's Industrial Park, which would be a 24/7/365 distribution center. He further stated that it is a sizeable project and that the land sale includes 6.3 acres of unplatted land to the west in the former airport site. Director Backman also pointed out that in addition to the land sale, the City of Willmar will receive some compensation for relocating the water main and the removal of streetlights.

Director Ramstad clarified that tonight the Planning Commission is only reviewing and approving the land sale in relation to whether it conflicts with Willmar's Comprehensive Plan, and stated that it did not.

The Planning Commission reviewed and discussed staff comments (see Attachment A)

Commissioner Frank asked what the estimated market value will be for tax purposes. Director Backman responded that it is tax-exempt for now since it is still owned by the City. Director Ramstad said that the sale price aligns with assessed values. Commissioner Frank further asked if there is a possibility the purchase price or terms may change from now until final approval. Director Ramstad responded that the figure is solid at this point. Director Backman concurred that he did not foresee changes in the purchase price.

Motion to approve by Commissioner Walker, second by Commissioner Kimpling.

The motion carried.

4. TIDAL AUTO SPA MINOR SUBDIVISION: Staff presented a request by John La Pointe of Tampa, FL, for a minor subdivision to construct a Car Wash on the property legally described as NW¼ of the SW¼ of Section 23.

Planner Adiatu presented staff comments to the planning commission and provided additional comments from the Police Chief, the Engineering department, and the Utility department for the Planning Commission to review.

He then introduced the attendees from Tidal Auto Spa and Chair Marchand invited them to present their project.

Ms. Turney from Bowman Construction stated that the approval of the minor subdivision is the next step in the development. Surveyor Steve pointed out the comment made on the 10 ft. utility that there is currently an existing water line that runs through the bowling alley that will be relocated to the western parcel.

The Planning Commission reviewed and discussed staff comments (see Attachment B)

Director Ramstad stated that Tidal Auto Spa representatives have been very responsive to the Engineering department on their feedback and that they have worked closely with the City to address every issue. Director Ramstad further stated that the proposed car wash business is a relatively high-end and sophisticated operation with a glass wall and nice curb appeal.

Commissioner Walker said that most issues were resolved during the plan review phase. He also pointed out that in the future the City should be mindful of putting a pedestrian crosswalk at this location, since there is also going to be an apartment complex built in that area.

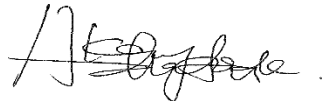
Commissioner Frank pointed out that comments made by the Engineering department are not included in the Planner's recommended conditions. Ms. Turney stated that all the conditions will be addressed. Director Ramstad suggested that the Planning Commission add the Engineering conditions to their conditional approval of the project if that is what they decide. Commissioner Frank agreed that there should be adherence to the City Engineering comments.

Motion to approve by Commissioner Frank, second by Commissioner Walker.

The motion carried.

5. Miscellany: Director Ramstad announced that he tendered his resignation last Friday and that his last day in the office will be August 27, 2021. He expressed his appreciation to the Planning Commission for their hard work and support on the many projects and initiatives, and that it has been a pleasure working with them. Chair Marchand thanked Director Ramstad for his great work and significant contributions to the City of Willmar.
6. There being no further business to come before the Commission, the meeting adjourned at 7:33 p.m.

Best Regards,

A handwritten signature in black ink, appearing to read "J. St. John", written over a horizontal line.

City Planner

***STAFF COMMENTS***

**1. Land Sale in Willmar Industrial Park Fourth Addition**

- The applicant/purchaser is RDC National Inc.
- Property is located in the City of Willmar, P O Box 755, adjacent to CR 5
- RDC National Inc. desires to build a \$25M facility for their logistics operations on the following parcels legally described as:

Lots 1, 2, and 3 of Block Two, and Lots 1, 2, 3, 4, 5, 6, 7, and 8 of Block 3, Willmar Industrial Park Fourth Addition to the City of Willmar, County of Kandiyohi, State of Minnesota, according to the plat on file and of record in the office of the County Recorder of Kandiyohi County, Minnesota.

AND

Vacated 32nd Street SW between Trott Avenue SW and Willmar Avenue SW (which is to be vacated by the Seller/City and included within the Property, and a legal description of the same shall be approved by Buyer and the Title Company).

- RDC National Inc. has agreed to a purchase of \$699,750.00 - Subject to City Council approval

***STAFF COMMENTS***

**2. TIDAL AUTO SPA MINOR SUBDIVISION – FILE N0 21-03**

- The applicant is John Lapointe of Tampa, FL
- The applicant is requesting a subdivision that would allow for the construction of Tidal Wave Auto Spa facility on the property legally described as: NW ¼ of the SW ¼ located in Section 23.
- The subdivision meets the qualifications of a Minor Subdivision.
- Lot 1 can be accessed via 19<sup>th</sup> Ave SE and 5<sup>th</sup> St SE
- The parcel is zoned GB.
- A Plan Review has been submitted by the same applicant and was approved by the Planning Commission.
- Lot 1 meet the minimum lot size requirements
- All setback, lot size, and width standards are met.

**PLANNING COMMISSION – SEPTEMBER 1, 2021**  
**STAFF COMMENTS**

**1. RDC NATIONAL INC. VACATION OF EASEMENTS – FILE NO 21-01**

- A purchase agreement between the City of Willmar and RDC National Inc was approved on August 16, 2021, and an ordinance to authorize the sale of land has been introduced to City Council, following the Planning Commission’s review on August 4, 2021. A public hearing will be held at the City Council on September 7, 2021 for the land sale ordinance.
- The purchase agreement began the formal vacation of easements process, initiated by the City of Willmar.
- On August 16, 2021, City Council passed Resolution 2021-179 initiating the vacation of the following right-of-way, drainage, utility, and other easements situated in the City of Willmar, Kandiyohi County, Minnesota more particularly described as: 32<sup>nd</sup> Street SW right-of-way between Trott Ave SW and Willmar Avenue SW within Willmar Industrial Park Fourth Addition, Kandiyohi County, Minnesota, together with all utility easements for any utilities (including those presently existing) therein; AND All drainage, utility and other easements lying on, over, under and across Lots 1, 2 and 3 of Block Two, and Lots 1, 2, 3, 4, 5, 6, 7, and 8 of Block Three, Willmar Industrial Park Fourth Addition, Kandiyohi County, Minnesota, previously dedicated, conveyed or granted on the recorded plat of Willmar Industrial Park Fourth Addition
- All City Departments and utility companies have been involved with this project to insure proper relocation of required utilities will take place so all existing and future developments have adequate access to City infrastructure.
- The open stormwater ditch running North & South through Block Two will be relocated and a new easement established prior to recording a final plat.
- The 69 KV electrical easement on the West edge of the platted Willmar Industrial Park Fourth Addition will not be vacated at this time.

RECOMMENDATION: Approve the resolution recommending the vacation of easements, with the following conditions, and forward to City Council for final review:

- A. All other land use, land sale, and associated agreements for RDC National Inc’s logistics facility development shall be approved by Planning Commission and City Council.

**2. RDC NATIONAL INC. PLAN REVIEW – FILE NO 21-06**

- The applicant is Josh Johnson of Bollig Engineering on behalf of RDC National Inc.
- The applicant is requesting a plan review to allow the construction of a large distribution center in Willmar Industrial Park Fourth Addition legally described as: Blocks 2 and 3, Willmar Industrial Park 4th Addition, also part of 32<sup>nd</sup> St SW (to be vacated), and part of the Southeast ¼ of Section 17, Township 119, Range 35 described as follows: Beginning at the Northwest corner of Block 2, Willmar Industrial Park Fourth Addition; thence South 916.02 feet; thence West 300.50 feet; thence North 916.02 feet; thence East 300.50 feet to point of beginning.
- The property is zoned G (Government/Institution) and I-1 (Limited Industry). A rezoning application has been submitted, requesting all property to be zoned I-1. A public hearing will be held at the next Planning Commission meeting to review this request.
- A Major Subdivision application has been submitted to replat the project area into one parcel. A public hearing will be held at the next Planning Commission meeting to review this request.
- Lot width, area, and setbacks are well exceeded.
- The property is approximately 31.14 acres and the proposed building is approximately 217,000 square feet.
- The site will be accessed off of Willmar and Trott Avenue SW.
- The site is currently vacant and shovel-ready certified.

- As part of the purchase and development agreements with the City of Willmar, the City will be pursuing the placement of a traffic light at the intersection of Willmar Ave SW & County Road 5.
- Site Plan includes ample parking spaces to accommodate all operations onsite

RECOMMENDATION: Approve the plan review with the following conditions:

- A. All other land use, land sale, and associated agreements shall be approved by Planning Commission and City Council.
- B. The use shall meet all applicable local, state, and federal rules and regulations at all times.



**RESOLUTION NO. 2021-179**

**VACATING RIGHT-OF-WAY, DRAINAGE, UTILITY AND OTHER EASEMENTS**

Motion By: Asmus

Second By: Ask

WHEREAS, on August 16, 2021, the City Council approved that certain purchase agreement with RDC National, Inc. ("RDC"), pursuant to which the City agreed to sell to RDC, and RDC agreed to purchase from the City, approximately 31.14 acres of real property currently owned by the City, including approximately 24.84 acres of platted real property located in the City of Willmar's Industrial Park Fourth Addition; and

WHEREAS, pursuant to the terms and conditions contained in the purchase agreement, the City agreed to initiate a proceeding to vacate 32nd Street SW between Trott Ave SW and Willmar Ave SW within the Willmar Industrial Park Fourth Addition, as well as all utility easements for any utilities (including those presently existing) within such 32nd Street SW right-of-way, and drainage, utility and other easements running through the interior of such Willmar Industrial Park Fourth Addition.

WHEREAS, RDC intends to replat the entirety of the 31.14 acres of real property it will be acquiring from the City pursuant to the City's procedures for major subdivisions, and in such process will dedicate new replacement drainage, utility and other easements satisfactory to the City Engineer and Willmar Municipal Utilities, in their sole discretion.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willmar that:


1. Pursuant to Charter Section 9.01, subdivision 2, the Council hereby initiates the vacation of the following right-of-way, drainage, utility and other easements situated in the City of Willmar, Kandiyohi County, Minnesota more particularly described as:
  - a. 32nd Street SW right-of-way between Trott Avenue SW and Willmar Avenue SW within the Willmar Industrial Park Fourth Addition, Kandiyohi County, Minnesota, together with all utility easements for any utilities (including those presently existing) therein;together with:
  - b. All drainage, utility and other easements lying on, over, under and across Lots 1, 2, and 3 of Block Two, and Lots 1, 2, 3, 4, 5, 6, 7, and 8 of Block 3, Willmar Industrial Park Fourth Addition, Kandiyohi County, Minnesota, previously dedicated, conveyed or granted on the recorded plat of Willmar Industrial Park Fourth Addition (the "Easements").
2. A map of the area proposed to be vacated and of the area extending out therefrom in all directions a distance of six hundred (600) feet and a list of the property owners within the said total area is appended hereto.
3. The Council intends that the vacations proposed herein be subject to the conditions that RDC first (1) close on its purchase of the entirety of the 31.14 acres of real property identified in the purchase agreement; (2) record a City-approved replat of the 31.14 acres of real property identified in the purchase agreement with new drainage, utility and other easements satisfactory to the City Engineer and Willmar Municipal Utilities shown and dedicated to the City thereon; and (3) otherwise satisfy its obligations in the purchase agreement, specifically including but not limited to in section 12 therein.
4. Nothing herein shall be construed as the City Council initiating or supporting the vacation of any portion of the public rights-of-way identified as Willmar Avenue SW or Trott Avenue SW on the Willmar Industrial Park Fourth Addition plat.

5. The Council hereby refers this matter to the Planning Commission for its consideration and report to the Council pursuant to Charter Section 9.01, subdivision 3.

Dated this 16th day of August, 2021.

  
MAYOR

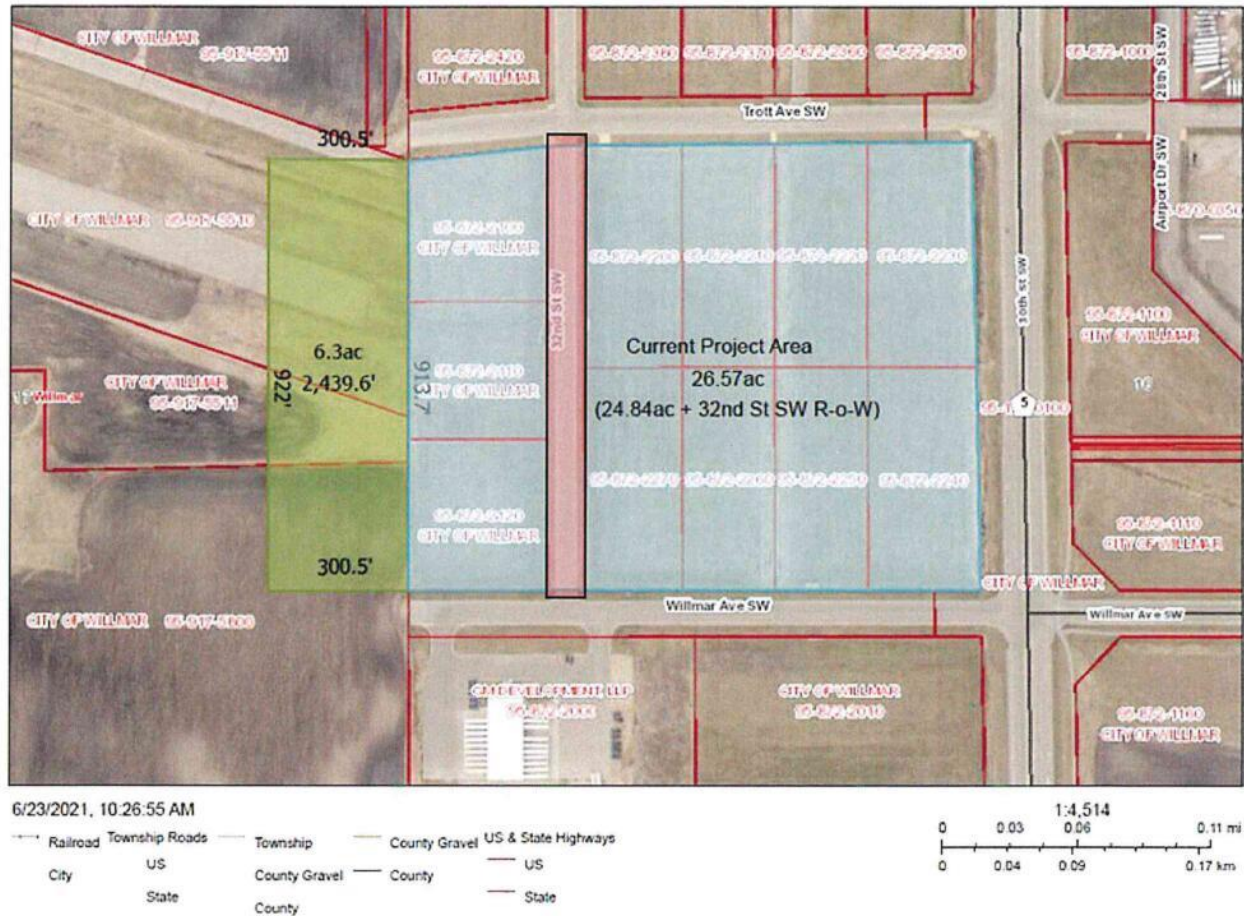
Attest:

  
CITY CLERK

## APPENDIX

[Attach map of the area proposed to be vacated and of the area extending out therefrom in all directions a distance of six hundred (600) feet and a list of the property owners within the said total area]

**GIS Map – Vacated Area Highlighted Red (Street/Utilities)**



*Red area is location of proposed vacated street and utilities - 32<sup>nd</sup> Street SW, between Trott Avenue SW and Willmar Avenue SW.*

**RESOLUTION NO. 21-01**

**RESOLUTION RECOMMENDING VACATION OF  
RIGHT-OF-WAY, DRAINAGE, UTILITY AND OTHER EASEMENTS**

WHEREAS, the Willmar Planning Commission received Resolution No. 2021-179 from the Willmar City Council, dated the 16<sup>th</sup> of August, 2021, initiating the vacation of the following right-of-way, drainage, utility and other easements situated in the City of Willmar, Kandiyohi County, Minnesota more particularly described as:

- a. 32<sup>nd</sup> Street Southwest right-of-way between Trott Avenue Southwest and Willmar Avenue Southwest within the Willmar Industrial Park Fourth Addition, Kandiyohi County, Minnesota, together with all utility easements for any utilities (including those presently existing) therein;

together with:

- b. All drainage, utility and other easements lying on, over, under and across Lots 1, 2, and 3 of Block Two, and Lots 1, 2, 3, 4, 5, 6, 7, and 8 of Block Three, Willmar Industrial Park Fourth Addition, Kandiyohi County, Minnesota, previously dedicated, conveyed or granted on the recorded plat of Willmar Industrial Park Fourth Addition (the "Easements").

WHEREAS, the Planning Commission has reviewed and considered the same, pursuant to Charter Section 9.01, subdivision 3.

NOW, THEREFORE, BE IT RESOLVED by the Willmar Planning Commission that it hereby recommends to the Willmar City Council the vacation of the Easements.

Dated this 1st day of September 2021.

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CHAIR

Attest:

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SECRETARY





## CITY OF WILLMAR

FILE #: 21-06

### PLAN REVIEW APPLICATION

Applicant: Josh Johnson Address: 1700 Technology Drive NE, Suite 124

Phone Number: 320-222-3034 Email: jjohnson@bollig-engineering.com

Owner: City of Willmar Address: 333 6<sup>th</sup> St SW Willmar, MN

Applicant's Property Interest: Civil Engineer for Purchaser Ruedebusch Development & Construction

Parcel #: 95-872-2100 to -2120 & 95-872-2200 to -2270 & 95-917-5510, -5511, -5800

Ordinance Section Number: \_\_\_\_\_ Zoning District: I-1

Legal Description: Blocks 2 & 3 Willmar Ind. Park 4<sup>th</sup> Add, also part of 32<sup>nd</sup> St SW (to be vacated), and part of SE¼ 17-119-35 described as follows: Beginning at NW corner Block 2 Willmar Ind Park 4<sup>th</sup> Add; thence South 916.02; thence West 300.50; thence North 916.02; thence East 300.50 to point of beginning

The Applicant requests a plan review for the above-described property to: Construct a large distribution center in the industrial park.

What will be the impact of this use on neighborhood property values?: I cannot see this project negatively affecting the value of any nearby property. If anything, showing new development in the area should increase the nearby property values and help to attract future development.

How does this use conform to the Zoning Ordinance and the Comprehensive Plan goals and objectives?: The project is taking place on property that is zoned for Industrial-1 and being built in the expanded industrial part. The use as a large logistics and distribution facility would fit both the Zoning Ordinance and Willmar's overall Comprehensive Plan

How will the use affect the development and improvement of other properties in the neighborhood?: The project will be utilizing many of the unsold city lots in the industrial park and potentially increase the value of surrounding properties.

Have appropriate utilities, access roads, ingress/egress, stormwater management, and traffic flow, been designed/planned for the use so as to not negatively affect the public health, safety and welfare of the neighborhood?: A traffic analysis is currently being completed to ensure safety on nearby roads and intersections. We will be working closely with the City and WMU for utilities and stormwater management.

How will the use "fit into" the neighborhood and be compatible with abutting properties?: Already located in the industrial park is Magnum Trucking, which is a similar type business. Most of the abutting properties are undeveloped and City owned at this time.

How will the uses architectural appearance, design, and function of the use conform with the surrounding built environment?: The architectural appearance and design will conform with typical industrial design standards.

Applicant's Signature: [Signature] Date: 8-11-21

(For staff use only)

Commission Date: \_\_\_\_\_

Application Fee: \$150 to City of Willmar ☒

[Signature]

Zoning Administrator

### DECISION OF THE CITY OF WILLMAR PLANNING COMMISSION

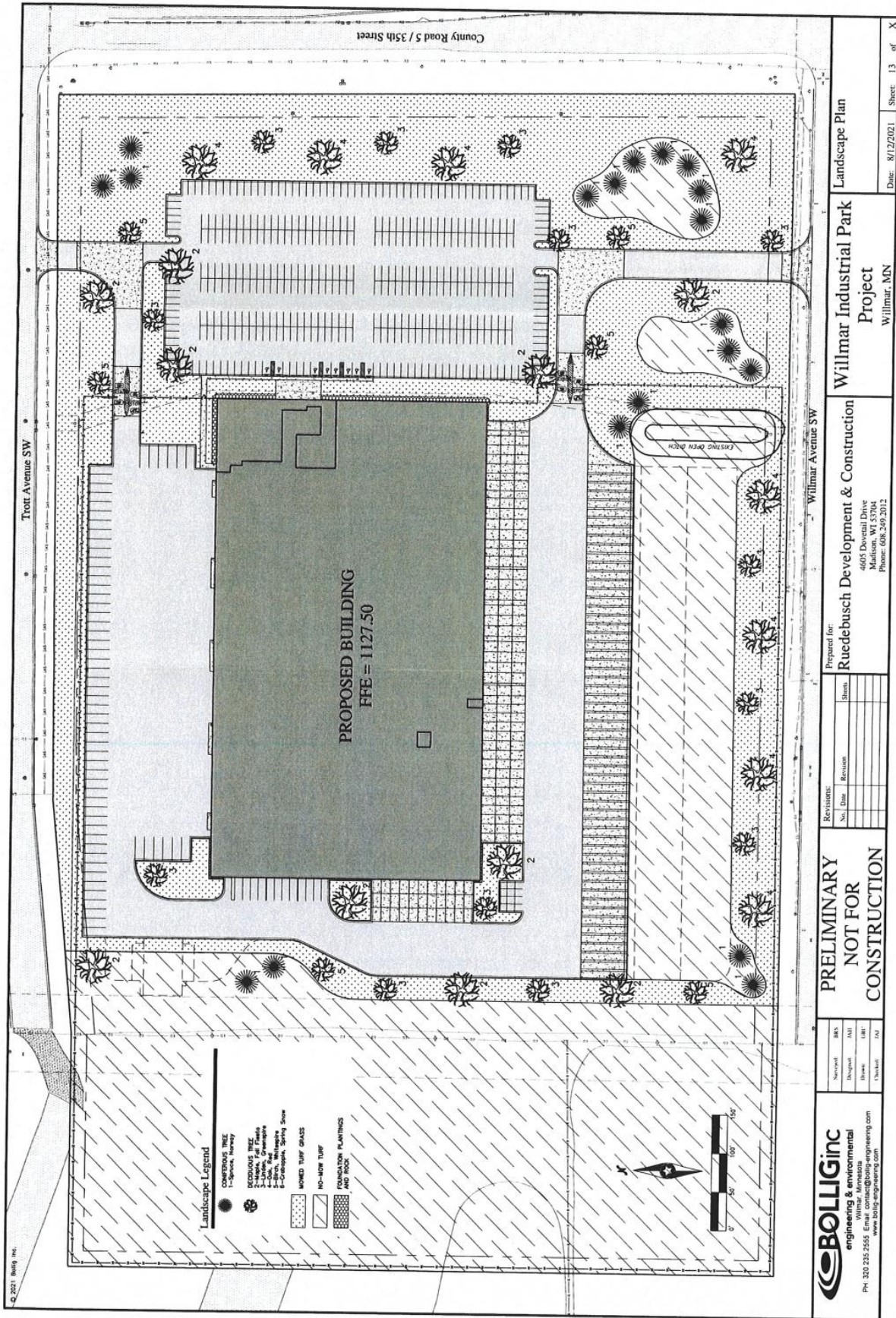
This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ the City of Willmar Planning Commission:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_









**BOLLIGinc**  
engineering & environmental  
PH: 202 235 2555 Email: contact@bollig-engineering.com  
www.bollig-engineering.com

**PRELIMINARY  
NOT FOR  
CONSTRUCTION**

**Revisions:**

No.	Date	Revision

**Prepared for:**

**Ruede-busch Development & Construction**  
4405 Doveside Drive  
Willmar, MN 56201  
Phone: 608.240.2013

**Willmar Industrial Park  
Project**  
Willmar, MN

**Landscape Plan**

Date: 8/12/2021 Sheet: 13 of X